

## Professional Activities

The attainment of professional certifications within professional associations is recognized as a special achievement for the AL&T Workforce. Membership and active involvement in professional associations offers unlimited opportunities for AL&T Workforce professionals to freely exchange ideas with their industry counterparts and other DoD and civilian agencies. AL&T Workforce members are strongly encouraged to develop professional liaisons with specialty organizations. Participation in professional activities may be used to accumulate CLPs toward fulfillment of the Continuous Learning Standard. You may acquire 10 CLPs in the year of certification.

### **Center of Excellence in Logistics and Technology (LOGTECH)**

The primary mission of the Center of Excellence in LOGTECH is to leverage global best practices and explore leading-edge logistics technologies to prepare logisticians for advances that will drive logistics and supporting technologies in the future. LOGTECH achieves this mission through a series of integrated and sustained opportunities for “shoulder-to-shoulder” exchanges between the military, private sector and academic logistics communities.

LOGTECH offers advanced/executive courses in Logistics and Technology and Masters’ degrees in Business Administration (MBA). The LOGTECH executive education programs are designed for military, industry and technology leaders in logistics and supply chain management to develop and improve their knowledge, decision-making processes, collaborative skills and networking facilities. For details, see specific course listings in the catalog. For additional details on the MBA program, go to: <http://www.logtech.unc.edu>.

Headquarters, U.S. Army Materiel Command serves as the DoD Executive Agency for LOGTECH. The Kenan-Flagler Business School of the University of North Carolina at Chapel Hill, and the affiliated Institute for Defense and Business, are responsible for LOGTECH program execution and management.

Several organizations with which the acquisition community has enjoyed successful relationships are listed on the following pages. Membership and association fees are not reimbursable by ASC.

## Project Management Institute

The Professional Development Program was developed to enhance the ongoing professional development of project management personnel, encourage and recognize individual learning opportunities and offer a standard and objective mechanism for attaining and recording professional development activities.

**REQUIREMENTS:**

- Project Management Professionals.
- Must attain no less than 60 PDU within a 3-year cycle. (A PDU is the number of actual clock hours spent in direct participation in a structured educational format. One PDU is equivalent to one contact hour.)
- Agree to continue to adhere to Project Management Institute's (PMI) Code of Professional Conduct.
- Successful completion of the PMI Exam (cost: \$405 for members and \$555 for non-members).
- Category I – bachelor's degree and 4,500 hours of project management time within 3 to 6 years.
- Category II – no degree and 7,500 hours of project management time within 5 to 8 years.

**ADDRESS/  
PHONE NUMBER:**

Project Management Institute  
Four Campus Boulevard  
Newton Square, PA 19073-3299  
Phone: (610) 356-4600

**WHO MAY APPLY:**

Project Management Professionals

**CERTIFICATION COST:**

\$405 (PMI member rate)  
\$555 (Non-member rate)

**RETAIN CERTIFICATION:**

Re-certify every 3 years.

**FOR MORE  
INFORMATION:**

Go to <http://www.pmi.org>.

## Certified Professional Contracts Manager

The Certified Professional Contracts Manager (CPCM) program recognizes individuals who have attained a high level of education, experience and training in the contracts management profession. In order to qualify for the examination, certain requirements must be met.

- REQUIREMENTS:**
- A degree at a level above the bachelor's level.
  - 5 years experience.
  - Successful completion of the Certified Federal Contracts Manager and Certified Commercial Contracts Manager designations (CCCM) of National Contract Management Association's (NCMA) certification program (includes federal knowledge, general knowledge and commercial knowledge modules).
  - Waivers of the educational requirement are available if a candidate has 10 or more years experience, and a letter from a supervisor supporting the candidacy.

**ADDRESS/  
PHONE NUMBER:**

National Contract Management Association  
8260 Greensboro Drive, Suite 200  
McLean, VA 22102  
Phone: (800) 344-8096, x437 or 421; (703) 448-9231, x437 or 421  
Fax: (703) 448-0939

**WHO MAY APPLY:** Professional contracts management personnel

**CERTIFICATION COSTS:** Application fee: \$150 (member); \$250 (non-member)  
Examination fee: \$95 per module

**RETAIN CERTIFICATION:** Recertify every 5 years (\$95).  
60 hours of continuing education every 5 years (10 hours must be within final 18 months of re-certification period).

**FOR MORE  
INFORMATION:** Go to <http://www.ncmahq.org>.

## Certified Federal Contracts Manager

The CCCM program recognizes individuals who have mastered the government contracting profession through a combination of formal education and training. To qualify for the examination, certain requirements must be met.

**REQUIREMENTS:**

- A degree (from a regionally accredited university or college) at the bachelor's level with at least 25 hours in business management topics.
- 120 hours of continuing education in contracts/business management.
- 2 years experience.
- Successful completion of the two modules of NCMA's certification program (federal knowledge and general knowledge).
- Waivers of the educational requirement are available if a candidate has 10 or more years of experience, and a letter from a supervisor supporting the candidacy.

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PHONE NUMBER:**

National Contract Management Association  
8260 Greensboro Drive, Suite 200  
McLean, VA 22102  
Phone: (800) 344-8096, x437 or 421; (703) 448-9231, x437 or 421  
Fax: (703) 448-0939

Professional federal contracts management personnel

**WHO MAY APPLY:**

Application fee: \$150 (member); \$250 (non-member)  
Examination fee: \$95 per module

**CERTIFICATION COSTS:**

Recertify every 5 years (\$95).

**RETAIN CERTIFICATION:**

60 hours of continuing education every 5 years (10 hours must be within final 18 months of re-certification period).

**FOR MORE  
INFORMATION:**

Go to <http://www.ncmahq.org>.

**Certified Commercial Contracts Manager**

The CCCM program recognizes individuals who have mastered the commercial contracting profession through a combination of formal education and training.

To qualify for the examination, certain requirements must be met.

**REQUIREMENTS:**

- A degree (from a regionally accredited university or college) at the bachelor's level with at least 25 hours in business management topics.
- 120 hours of continuing education in contracts/business management.
- 2 years experience.
- Successful completion of the two modules of NCMA's certification program (commercial knowledge and general knowledge).
- Waivers of the educational requirement are available if a candidate has 10 or more years experience, and a letter from a supervisor supporting the candidacy.

**ADDRESS/  
PHONE NUMBER:**

National Contract Management Association  
8260 Greensboro Drive, Suite 200  
McLean, VA 22102  
Phone: (800) 344-8096, x437 or 421; (703) 448-9231, x437 or 421  
Fax: (703) 448-0939

**WHO MAY APPLY:**

Professional contracts management personnel  
  
Application fee: \$150 (member), \$250 (non-member)  
Examination fee: \$95 per module

**CERTIFICATION COSTS:**

Recertify every 5 years (\$95).  
60 hours of continuing education every 5 years (10 hours must be within final 18 months of re-certification period).

**RETAIN CERTIFICATION:**

Go to <http://www.ncmahq.org>.

**FOR MORE  
INFORMATION:**

## Certified Management Accountant

The Certified Management Accountant (CMA) designation for management accounting and finance professionals offers an opportunity for advancement and is globally recognized. The goal of the CMA program is to foster the development of management accountants and financial managers who have a strong technical background in accounting finance, can anticipate the needs of their organization and participate in the decision-making process as an integral member of the management teams.

**REQUIREMENTS:**

- 120 semester hours (generally a bachelor's degree).
- File an application for admission with the Institute of Certified Management Accountants.
- Be a member of the Institute of Management Accountants.
- Pass all four parts of the CMA exam within a 3-year period.
- Satisfy the experience requirement (varies with state).
- Comply with the Standards of Ethical Conduct for Management Accountants.

**ADDRESS/  
PHONE NUMBER:**

Institute of Management Accountants  
10 Paragon Drive  
Montvale, NJ 07645-1759  
Phone: (800) 638-4427

Professional financial management professionals

**WHO MAY APPLY:**

\$115 per exam part (4 parts)

**CERTIFICATION COST:**

- Satisfy the continuing education requirements (varies depending on state).
- Comply with the Standards of Ethical Conduct for Management Accountants.

**RETAIN CERTIFICATION:**

**Certified Public Accountant**

The American Institute of Certified Public Accountants is the national professional organization for all Certified Public Accountants. Its mission is to provide members with the resources, information and leadership that enable them to provide valuable services in the highest professional manner to benefit the public as well as employees and clients.

- REQUIREMENTS:**
- Education –150 semester hours.
  - Pass all four parts of the CPA exam within three years.
  - 2 to 3 years experience required before certification is issued.
  - 2 years if the exam was taken and a bachelor's degree in accounting obtained.
  - 3 years if the exam was taken and a bachelor's degree NOT in accounting was obtained.

**ADDRESS/  
PHONE NUMBER:** American Institute of Certified Public Accountants  
Harborside Financial Center  
201 Plaza III  
Jersey City, NJ 07311  
Phone: (888) 777-7077

Professional financial management personnel

**WHO MAY APPLY:** Varies by state

**CERTIFICATION COST:** Continuing Professional Education (depends on state board)

**RETAIN CERTIFICATION:** Go to <http://www.aicpa.org>.

**FOR MORE  
INFORMATION:** **Certified Internal Auditor**

The Institute of Internal Auditors' mission is to be the primary international professional association, organized on a worldwide basis, dedicated to the promotion and development of the practice of internal auditing.

**REQUIREMENTS:**

- Education: bachelor's degree or equivalent.
- 24 months of internal auditing (or equivalent).
- Master's degree can be substituted for 1-year work experience.
- Pass all four parts of the Certified Internal Auditor exam.
- Submit a character reference.

**ADDRESS/  
PHONE NUMBER:**

Institute of Internal Auditors  
247 Maitland Avenue  
Altamonte Springs, FL 32701-4201  
Phone: (407) 937-1100  
Fax: (407) 831-5171

Professional financial management personnel members.

**WHO MAY APPLY:**

Members: \$60 registration; \$85 per part (four parts)  
Non-members: \$75 registration, \$110 per part (four parts)  
Full-time: \$30 registration, \$35 per part (four parts)

**CERTIFICATION COST:**

**RETAIN CERTIFICATION:**

- Continuing professional development (varies by state).
- Comply with the IIA Code of Ethics.

**FOR MORE  
INFORMATION:**

Go to <http://www.theiia.org>.

## Certified Government Financial Manager



The Association of Government Accountants (AGA) is an international organization that serves government officials and the public through its constant efforts to ensure full and fair accountability for all public monies. The Association serves its members by providing education, encouraging professional development, influencing governmental financial management policies and practices and serving as an advocate for the profession.

**REQUIREMENTS:**

- Education: bachelor's degree and 24 credit hours in accounting, auditing, budget, economics, etc.
- 2 years of experience in financial management.
- Pass the government financial management proficiency exam.
- Adhere to the AGA Code of Ethics.

**ADDRESS/  
PHONE NUMBER:**

Association of Government Accountants  
2208 Mt. Vernon Avenue  
Alexandria, VA 22301-1314  
Phone: (800) 242-7211

Professional financial management personnel

**WHO MAY APPLY:**

\$85 application fee; \$109 per exam

**CERTIFICATION COST:**

- Apply for renewal every 2 years.
- Complete at least 80 hours of continuing professional education every 2 years.

**RETAIN CERTIFICATION:**

- Adhere to AGA Code of Ethics.

**FOR MORE  
INFORMATION:**

Go to <http://www.agacgfm.org>.

**National Contract Management**

## Association (NCMA)

NCMA is an individual-membership, professional society whose leadership is composed of volunteer members who are elected officers.

N/A

**REQUIREMENTS:**

National Contract Management Association  
1912 Woodford Road

**ADDRESS:** Vienna, Virginia 22182

**PHONE NUMBER:** Phone: (800) 344-8096

Professionals in Contracting or Business Management

<b>WHO MAY APPLY:</b>	New member/1 year	\$120
	New member/3 years	\$320
<b>MEMBERSHIP DUES:</b>	Renewal member/1 year	\$100
	Renewal member/3 years	\$300
	Associate member/1 year	\$ 45
	Retired member/1 year	\$ 40
	New associate member/1 year	\$ 65

N/A

**RETAIN CERTIFICATION:**

Go to <http://www.ncmahq.org>.

**FOR MORE  
INFORMATION:**

## Financial Planning Association

The International Association for Financial Planning and the Institute of Certified Financial Planners have unified into the new Financial Planning Association, which is representing Certified Financial Planner (CFP) professionals. It promotes the advancement of knowledge in financial planning, supporting programs that enable CFP members to better serve their clients and ensures integrity and professionalism of Institute members through endorsement of the CFP Board's rigorous Code of Ethics and Professional Responsibility.

**REQUIREMENTS:**

- Education: complete the financial planning curriculum.
- Pass all three parts of the CFP examination.
- 3-5 years of experience in financial planning before or after successful completion of examination.
- Adhere to CFP Code of Ethics.

**ADDRESS/  
PHONE NUMBER:**

Institute of Certified Financial Planners  
3801 East Florida Avenue, Suite 708  
Denver, CO 80210  
Phone: (800) 322-4237

**WHO MAY APPLY:**

Professional financial management personnel  
\$285

**CERTIFICATION COST:**
**RETAIN CERTIFICATION:**

- License renewal every 2 years.
- Adhere to CFP Code of Ethics and professional responsibility.
- Continuing education requirements of 30 hours every 2 years.

**FOR MORE  
INFORMATION:**

Go to <http://www.fpanet.org>.

## Women in Defense, A National Security Organization

Women in Defense (WID), a National Security Organization affiliated with the National Defense Industrial Association, provides its members with opportunities for professional development and networking, cultivating the advancement of women leaders in government and industry professions.

None

**REQUIREMENTS:**

Women in Defense, A National Security Organization

**ADDRESS/** 2111 Wilson Boulevard, #400

**PHONE NUMBER:** Arlington, VA 22201-3061

Phone: (703) 247-2552

Fax: (703) 522-1885

**WHO MAY APPLY:**

Membership in WID is open to all professional women and men whose primary professional activities are related to national defense or any aspect of national security.

Annual dues are \$35

**MEMBERSHIP DUES:**

N/A

**RETAIN CERTIFICATION:**

**FOR MORE  
INFORMATION:**

Go to <http://wid.ndia.org>.